

NORWICH PLANNING COMMISSION
Meeting Minutes

Tuesday, June 26, 2018, Tracy Hall

Special Meeting

Members Present: Jaci Allen, Susan Brink, Jeffrey Lubell, Steve Thoms, Melissa Horwitz (Clerk) , Jeff Goodrich

Members absent: Chris Brien

Members of the Public: Stuart Richards

Jaci Allen, Chair, called the meeting to order at 6:30pm

1. **Agenda** – Approved by Consensus
2. **Meeting Topic and Goals**
 - a. Finalize letter from Planning Commission to Selectboard.
 - b. Finalize postcard for July mailing.
 - c. Agree on outline of initial Affordable Housing Education Sessions.
3. **Comments from the Public** – None
4. **Minutes** – 6-14-18 – Approved without changes
5. **Announcements, Reports, Updates & Correspondence**
 - a. Correspondence
 - b. Announcements
 - c. Updates
 - i. Selectboard is holding 3rd public hearing on the Town Plan on 6-28-18
 - ii. Hartford is hosting a number of public sessions on Monday evenings in July to gather input on their town plan. Recommend PC members attend one to observe their process.
6. **Letter to Selectboard from Planning Commission**
 - a. Voted unanimously to approve an amended letter to the Selectboard encouraging adoption of the 6-10-18 Town Plan of record.
7. **Postcard for input on Norwich priorities for the next Town Plan**
 - a. There was consensus on the postcard mailing to solicit town input on the 3-5 top issues facing the Town of Norwich. Mailing will go out around 7-12-18 and input is due by 8-15-18. A summary report will be issued in mid-September, and the input will be used to set planning priorities.
8. **Affordable Housing Education Series**
 - a. We are planning on three Sessions.
 - i. Tapping Federal and State Resources to Develop Affordable Housing
 - ii. Facilitating the Development of Affordable Housing by the Private Market
 1. Bill Bitiger, formerly of Twin Pines was suggested as a possible speaker.
 1. Stuart Richards suggested bringing in Norwich Affordable Housing Inc.
 2. Jeff Goodrich will suggest names of possible speakers
 3. There's concern about bringing in one developer over another and showing preference
 - iii. Supporting the Expanded Use of Accessory Dwelling Units in Norwich
 - b. Targeting the first session on July 30 or August 2 for the first session. Jeff Lubell will contact speakers and communicate proposed dates.

9. Other Business

- a. The group committed to reviewing the Town Plan action items and assessing what's been accomplished, what 's outstanding., and how additional progress can be achieved.
- b. There was a discussion on the high priority of new flood regulations. We have an updated draft in hand. The process for getting public input, amending the document, and gaining approval will be on the agenda for the next meeting
- c. It was also noted that we need to work with the DRB to amend the zoning regulations as a priority.

10. Comments from the Public

- a. Stuart Richards asked the Planning Commission to write a letter to the Selectboard asking them to reinstate the \$45,000 seed money for affordable housing, and suggested this money could be used as a deposit on a piece of property or to do septic testing, etc.
 - i. There was recommendation that the Affordable Housing Committee is a more appropriate body to provide guidance and support on this request.

Adjournment at 8:15

Melissa Horwitz, Clerk

*APPROVED 7-12-18***Future Meetings:**

- Thursday, July 12th, 6:30pm Regular Meeting
- Thursday, July 26th, 6:30pm Regular Meeting
- Thursday, August 9th, 6:30pm Regular Meeting

Planning Commission Agendas & Minutes available at: <http://norwich.vt.us/planning-commission/>